

~~CONFIDENTIAL~~

DD/ST# 0430-64

ADM-5.4

FEB 1964

**MEMORANDUM FOR:** Chief, Logistics Services Division/OL  
**ATTENTION:** Chief, Telephone Facilities Branch  
**SUBJECT:** Request for Installation of Telephone

1. It is requested that an unlisted Virginia telephone with one extension be installed in Room 4G04 in the positions indicated on the attached diagram.

2. This telephone is required by Chief, Air Defense Branch, Defensive Systems Division, to maintain appropriate relationships with various contractors in accordance with instructions from the Office of Security. Chief, Air Defense Branch is directly involved in monitoring several contracts which are providing support in areas of intelligence analysis and technical collection.

3. It is believed pertinent to note that, in the recent drive to cut telephone service costs by 25 percent, the Defensive Systems Division met this requirement after figuring in the added cost of the subject sterile telephone.

25X1A9a

  
 Executive Officer/Scientific Intelligence

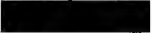
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5 FEB 1964

  
 Chief, Administrative Staff, DD/S&T

**Attachments:**  
 (As stated)

**Distribution:**

- Orig & 1 - Addressee
- 1 - Telephone Facilities Branch
- 2 - DD/SI
- 2 - DSD/SI 25X1A9a
- 1 - 
- 1 - C/Admin Staff/DD/S&T
- 2 - DD/S&T Registry

OSI/DDD  mch/3231 (3 Feb 64)

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GROUP 1  
 Excluded from automatic  
 downgrading and  
 declassification

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